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7 UNITED STATES DISTRICT COURT
8 WESTERN DISTRICT OF WASHINGTON
AT SEATTLE

9 KELLY A. VALADEZ,

10 Plaintiff,

11 v.

12 JOHN E. POTTER,

13 Defendant.
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Case No. C06-0329RSL

ORDER TO SEAL DOCUMENTS
AND FILE REDACTED COPIES
OF SEALED DOCUMENTS

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16 This matter comes before the Court *sua sponte*. Defendant has filed a motion for
17 summary judgment, some of the exhibits to which contain private and personal information that
18 needs to be redacted from public documents.

19 Pursuant to the General Order of the Court regarding Public Access to Electronic Case
20 Files (filed 5/29/03), parties are to redact the following information from documents and exhibits
21 before they are filed with the court:

- 22 * Dates of Birth - redact to the year of birth
23 * Names of Minor Children - redact to the initials
24 * Social Security Numbers - redact to the last four digits
25 * Financial Accounting Information - redact to the last four digits


26 The General Order was issued by the court pursuant to the official policy on privacy
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1 adopted by the Judicial Conference of the United States and can be found on the court's website
2 at <http://www.wawd.uscourts.gov/docs>. All documents filed in the above-captioned matter must
3 comply with the Privacy Policy and the General Order.

4 In order to restrict access to the private and confidential information that has already
5 made its way into the record in an expeditious manner, the Clerk of Court is hereby directed to
6 seal the exhibits at docket #11-4 (which includes exhibits F and G) in the above-captioned
7 matter. The parties are directed to promptly review all previously filed documents to ensure that
8 they do not contain additional information that should have been redacted. The parties shall
9 make every effort to avoid such public disclosures of confidential information in the future.

10 As a result of the improper filings, a substantial portion of the record is now sealed,
11 which is inconsistent with the public's right of access. Defendant is therefore ORDERED to
12 file, within ten days of the date of this order, redacted copies of all documents which have been
13 sealed in this case. If the parties have any questions about the Privacy Policy and the General
14 Order or need assistance in filing and properly labeling the redacted copies, they should contact
15 the CM/ECF Helpdesk at 1-866-ECF-WAWD (1-866-323-9293).

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17 DATED this 12th day of February, 2008.

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20 Robert S. Lasnik
21 United States District Judge
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